

## U. S. Department of Labor



## Employment and Training Administration

Dallas / Denver Region IV

Dallas Regional Office  
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Dallas, Texas 75202

Denver Affiliate Office  
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September 10, 2003

### DALLAS REGION: INFORMATION NOTICE NO. 03-02

TO: DALLAS REGION CENTER DIRECTORS  
DALLAS REGION CENTER OPERATORS  
CAREER TRANSITION SERVICE PROVIDERS  
JOINT ACTION FOR COMMUNITY SERVICE  
WOMEN IN COMMUNITY SERVICE  
DALLAS REGIONAL OFFICE PROJECT MANAGERS

FROM: JOSÉ M. de OLIVARES  
Regional Director  
Office of Job Corps

SUBJECT: Job Corps Data Center Zip Code Placement Program in the Dallas Region

1. Purpose.  
To provide centers and operators information concerning the upcoming Zip Code Placement Program and how it will affect the Dallas Region.
2. Background.  
In an effort to simplify the process of transferring students from one region to another, the Job Corps Data Center is developing a Zip Code Placement Program. It has been decided that students that transfer into our region, will not be assigned by their new zip code, but assigned to a specific center in their state, to which they are relocating. The release date of this system will be forth coming. Listed below are the centers, by state, that have been designated to receive transferring students from other regions:

Arkansas – Little Rock Job Corps Center  
Louisiana – New Orleans Job Corps Center  
New Mexico – Albuquerque Job Corps Center  
Oklahoma – Guthrie Job Corps Center  
Texas – Gary Job Corps Center



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3. Action.  
When a student transfers to our region and is assigned to the designated center, the student will be assigned to a Career Advisor, by the Transition Coordinator and appropriate services will be provided.
4. Expiration Date.  
None
5. Inquiries.  
Please direct any inquiries to this information notice to your respective Project Manager.